**Minutes of Holy Trinity Church Tewkesbury APCM**

**25th April 2024.**

**7.30pm in the Church Hall**

Present

A Beadle, J Dickinson, D Rogers, L Rogers, , J Angood, , S Williams, S Simpkins, A Simpkins, I Hart, H Hart, D DeGruchy, S Burden, S Burden, K Parsons, C Parsons, L McMullen, J McMullen, A Hopkins, C Hopkins, P Duncan, A Duncan, R Workman, G Workman, S Walker, K Llewellyn, A Cirel, S Cirel, G Davies, J Davies, I Davies, N Chetwood, M Chetwood, S Helliwell, D Banelli, A Gabbott, P Loveridge, A McKenzie, D Crossley, A Bedford, M Edgley, K Powell, S Thatcher, D Burcombe, R Burcombe, J Pinder, M Lee, A Angood, D King, J Herrick, S Eedle, S Prior, A Riddel, J Jarman, J Haughan

Apologies,

S Haughan, T Walker, , A Woodward, L Woodward, , M Page, J Page, J DeGruchy, G McKenzie, A Thomas, J Thomas, B King, S Perks, S Prior, D Crossley, E Davies, H Hargest, B King, J Powell, J DeGruchy, M Williams, A Riddell

Stephen gave a warm to everyone at the APCM and thanked everyone who had prepared reports. The meeting opened at 19:30 with prayers committing this evening to The Lord and thanking God for the Life of our Church. This was followed by Worship.

The reports for the APCM have been prepared prior to this meeting and are on The Holy Trinity Website and paper copies were available if requested.

**Annual Vestry Meeting**

1. Apologies for absence were noted on the sign-in sheet and there were no registering of proxies.
2. The minutes of the Annual Vestry Meeting of the 26th April 2023 were agreed that they are a true and accurate record of the meeting and they were signed by the Chairman.

Proposed: Stephen Walker

Vote: Unanimous

1. Election of Churchwardens. 2 nominations have been received. Sara Simpkins (who is continuing for another year) and Alan Bedford.

Proposed Sara Simpkins

Seconder: Andrew Simpkins

Vote: unanimous: The 2 were elected.

**Annual Parochial Church Meeting**

1. **The minutes of the APCM 2023**.

It was proposed that the minutes of 26/4/23 are a true and accurate record of the meeting and they were signed by the Chairman.

Proposal: Stephen Walker

Vote: Unanimous

1. **Electoral Roll Report.**

Ken Parsons, as The Electoral Roll Officer, read the Electoral Roll Report

We had a starting base figure of 233 active members and we now have 216 registered members.

52 are from the Parish of Tewkesbury

82 Live in Tewkesbury but outside of the Parish

82 Live outside of Tewkesbury

Ken informed that the statistics are given to the Diocese. Next year there will be a complete revision of the Electoral Roll and all will have to apply to be added to the register

There were no questions arising from the floor

Stephen thanked Ken for his report

1. **Treasurers Report and adoption of accounts**

P Loveridge, as The Church Treasurer, presented the financial report, which will also be presented to the Charity Commission. This is also available on the Church Website

Our finances currently have, as expected, a £22,000 deficit, mainly due to the increased costs of utilities, staff salaries, maintenance and cleaning. However, we have not had to draw upon our reserves. He also informed that God has provided with the Gift Day, with approx. 100 donations received, although final figures are not yet available.

Phil offered his thanks to MP, (as Church Accountant) and to HH for their work in keeping us on top of our financial responsibilities and also to the counting team.

The PCC has elected to subject the financial statements to independent examination and, therefore, having made appropriate enquiries, proposed Mary Adlard as the Independent Examiner until the next APCM.

Stephen proposed that Mary Adlard continues as the Independent Examiner for 2023.

All in Favour: Unanimous

A question was raised from the floor as to an estimate of the total funds raised on the Gift Day. Phil informed that it was approx. £80,000 between the regular giving, general fund, and heating fund

Stephen offered his thanks to Phil for undertaking this role and informed that MP will continue to prepare the Year End Accounts and Gift Aid claims. He also thanked all who contributed to the Gift Day and continue to invest in the Life of the Church

Prayer was given thanking God for His faithfulness in the provision to fund the Ministry of the Church.

Prayer was also given for Phil and the Financial Team.

1. **Youth Worker Report.**

Sam Williams, as our Youth Worker, presented her report.

Sam thanked all the leaders and intercessors, for financial support and to all those who engage in the youth and informed that we are in a privileged position to help the youth build a relationship with Jesus and journey with Jesus.   
  
Sam informed that there are many year 6’s who are due to move from TJC and integrate into the Youth Ministry.

Sam also gave thanks to R Palmer, who is our intern, who has had many ideas.

Prayer points –

Thanking God for Leaders and those who invest in their time

Growth

Relationships

Protection

No questions were raised but a thank you was given to Sam.

Prayer was given by Jo, thanking God for Sam, leaders, and the Youth; for God to continue to provide and for all to grow closer to God.

1. **The Children’s worker report**

Sarah Helliwell, as our Children and family’s worker, presented her report.

Sarah started by providing an overview of the year, which was with LB, until the End of December. She updated us on the different groups of TJC, informing that there are about 25 children attending groups and that the 2 age groups from Trinity Tribe have had to merge, forming one group. She also informed of all the activities occurring throughout the year.

Sarah then informed of her vision – creating community, children involved in Church ministry, investing in the team, drawing people in and equipping families.

Prayer points –

The children and their families

The Team and volunteers

God’s guidance and Wisdom in all that we do

Sarah gave thanks to all those who are involved

A question was raised from the floor about the 2 groups of Trinty Tribe merging. Sarah informed that this is due to the number of volunteers available but it is hoped that the groups will be re-established into 2 next term, as it is better to separate the groups for activities, levels of engagement etc.

A comment was also raised from the floor that it had been noted on social media how the Smarties group was recommended and had a good reputation in the community.

Stephen gave thanks to Sarah for stepping into this role and all that she is undertaking.

Prayer was given by Sharon for Sarah in her new role and the vision she has, for the many avenues into the community and protection and blessings for the team

1. **Safeguarding report.**

Duncan DeGruchy, as the Safeguarding Parish Officer, gave a verbal report. His report is also available on the Church Website. He informed that there have been 3 x safeguarding concerns, all which have been dealt with satisfactorily. He informed that he has updated the Safeguarding Policy with some minor amendments

Duncan informed that going forward he will continue to work on the Safeguarding Dashboard, The Diocese Standards and updating policies.

Duncan thanked HH and PD for keeping the training record and completing DBS’s. He also thanked RB for previous role as part of the Safeguarding Team.

Duncan proposed that the APCM adopt the Safeguarding Policy (Children and Vulnerable adults’ policy) for 2024- 2025

Proposer: Duncan DeGruchy

Seconder: Liz Walker

Vote: unanimous

Stephen gave thanks to Duncan for continuing in this role and for all that he oversees.

No questions were raised. However a thank you was given to Duncan who has been noted to be very helpful and knowledgeable.

1. **Outreach Report**

Andrea Duncan gave a verbal report on the Outreach of our Church. She informed that many outreach projects have already been mentioned ie Open the Book, Assemblies but there have also been some newer initiatives ie The Welcome Table, Kintsugi Hope, which are both drawing people in from our community. Andrea also informed that Smarties’ Vision is going to be more intentional in sharing the Gospel, Alpha has been fruitful with the Ukrainian community and the Puppets has been resurrected and grown. She informed that it is important to take the Church out to the Community.

Stephen thanked Andrea for her report.

1. **Churchwardens report.**

Steve Burden and Sara Simpkins, as a Church Wardens, presented a report. This is also available on the Church Website

Sara updated on the fabric of the Church –

The East Window has been repaired.

There is a Quinquennial inspection due this year which is likely to note that repointing work is necessary (with equipment required).

There is some plaster work that requires attention

The Baptistry has had some works completed and appreciation was given to those who assisted.

Repairs to the kitchen Dishwasher and Water Boiler that has much use.

There are no current issues with the OMH

The Church Office have had a few minor issues which have been quickly sorted

Steve informed of the new Heating Project which involves the installation of an Air-to-Air Heat Pump as our current boiler for the Hall is old and inefficient. He thanked God for the Gift Day which has enabled us to put in an application for funding – we are waiting to hear. This will also include insulation of the ceiling and decoration of the rooms.

Steve also informed that the possibility of installing Solar Panels is still being discussed. However, fund raising for this will be required.

Sara informed of the works to the Churchyard.

There is a 2nd compost patch and a vegetable patch and 6 bird boxes have been installed.

They are very grateful for DK for cutting the grass, and for PH who cared for the plants and will be greatly missed.

There are regular checks, Health and Safety Audits continuously being carried out and thanks was given to HH who has put in many hours of work with the H&S policy.

Appreciation was given for the regular help and support of the assistant wardens and for JP who was verger.

A question was raised from the floor regarding the Church Boiler and whether this required replacing. Steve informed that it is not so old and he has no system in mind on how we could heat this large area more efficiently.

A further question was raised as to whether Steve would continue to be involved in the Heating Project, now that he is stepping down as Church Warden. Steve replied that he was happy to be involved if required.

Sara thanked Steve for all his hard work and his many hours spent in Church and informed that it was a privilege to have worked with him.

Stephen gave a thank-you to both Steve and Sara who have both contributed to the life of the Church. A gift was given to Steve as a thank-you, as he is now stepping-down.

1. **Election of members to the PCC and Deanery representatives.**

Stephen commenced by thanking the PCC members who are stepping down this year –

* Steve Burden who is stepping down as Church Warden
* D Greenwood who has been one of our Deanery Synod representatives
* Andrea Duncan who also headed up the Outreach
* John Haughan who has also served for 6 years and now has to step-down.

Stephen informed that Alan will be joining the PCC, as Churchwarden, once the Safer Recruitment process has been completed and there have been no further nominations to join the PCC.

Stephen thanked the PCC members for all their time and serving the Church.

1. **The Vicars report**

Stephen presented his report based on the 7 Marks of a Healthy Church

1. Energised by Faith
2. Outward-looking focus
3. Seeks to find out what God wants
4. Faces the cost of Change and growth
5. Operate as a community where relationships are nurtured.
6. Makes room for all
7. Doing a few things and doing them well

Stephen thanked HH as administrator, LR who heads up the pastoral care team, SW, The Leadership Team, the Churchwardens, Staff, the Treasurer, PCC members, Life Group Leaders, the Worship Team, and all those involved in leading and serving in the Ministries of the Church. He also thanked God for his faithfulness and can see that God is at work amongst us.

Stephen informed that he is grateful to SP, who has joined us a Curate. He appreciates having a colleague to work with.

Stephen acknowledged the loss of some of our Church Family who have gone to be with the Lord

A question was raised from the floor regarding whether there was going to be an audit of staff and volunteer’s leaving. However, Stephen informed that he was unaware that many had left their post and he has given those who have gone to support other Churches his blessing.

Gaz Davies led us in prayer to provide Stephen with clarity, energy, protection, guidance, and wisdom in leading us as a Church.

Thanks was given to Stephen and the Leadership Team for the passion that they have in leading us as a Church.

1. **Appointment of the Welcome Team**

Stephen thanked those who are serving and for Sara for coordinating the Rota of the Leadership team. New members are always welcome

1. **AOB**

None

1. **The meeting closed at 9.35pm with a final hymn, prayer and the saying of The Grace**